



MEMORIAL HALL LIBRARY BOARD OF TRUSTEES MEETING AGENDA AND MINUTES

Meeting Date: Wednesday, December 10, 2014, 4pm

Minutes Approved: January 14, 2015

Location: Admin Conference Room, Memorial Hall Library, 2 N. Main St, Andover

Agenda --Trustees Meeting, December 10, 2014

Minutes

- Approve November minutes

Treasurer's Report(s)

- Accept November Treasurer's report(s)

Public Comments

- None scheduled

Director's Update

- Reference renovation
- Staff party report
- Trivia Night
- Holiday hours

Assistant Director's Report

- Landscape planning
- Holiday lighting lessons learned

Old Business

- Valuation of art work for insurance purposes

New Business

- Roof Deck update

Adjournment

Next meeting(s):

January 14

February 11

March 11

April 8

May 13?



MEMORIAL HALL LIBRARY BOARD OF TRUSTEES MEETING AGENDA AND MINUTES

Meeting Date: Wednesday, December 10, 2014, 4pm

Minutes Approved: January 14, 2015

Location: Admin Conference Room, Memorial Hall Library, 2 N. Main St, Andover

Minutes - Trustees Meeting, December 10, 2014

- Date:** Wednesday, December 10, 2014
- Present:** Karen Herman, Tony Straceski, Larry Lamagna, Carolyn Fantini, Molly Foley, John Hess, Beth Mazin, and Susan Katzenstein .
- Minutes:** **The Minutes of the November meeting were accepted as amended.**
The Minutes of Executive Session of March 10, 2010 were approved as amended.
- Treasurer Report:** **The Treasurer's Report as of November 30, 2014 was accepted.**
Larry reiterated that he and Karen have full trading and signing authority while Carolyn will receive monthly statements but will have no trading or signing authority.
- Public Comments:** None Scheduled

Director's Update

- Reference renovation
Beth reported that planning has begun for the reference area.
- Staff Party
Beth thanked the Board for its' contribution to the Staff Party that turned out well.
- Trivia Night
Andolini's restaurant is partnering with MHL in hosting "Trivia Night" on Tuesday, January 20th at 7 pm. Hopefully, in addition to regular patrons of the library, this event will also attract other groups to become users.
- Holiday Hours
MHL will be closed on Christmas Day and New Years' Day but will be open the day after each holiday.
- Trustees Tea Date
Wednesday, May 27, 2015 is the date chosen for the Trustees Tea.

Assistant Director

- Landscape Planning
The Landscape Committee is gathering thoughts and ideas for the plan of the north side of the building.
- Garden Maintenance



MEMORIAL HALL LIBRARY BOARD OF TRUSTEES MEETING AGENDA AND MINUTES

Meeting Date: Wednesday, December 10, 2014, 4pm

Minutes Approved: January 14, 2015

Location: Admin Conference Room, Memorial Hall Library, 2 N. Main St, Andover

Samantha's Gardens has submitted a proposal for maintenance of all library gardens, including seasonal planting on the patio, and lighting. Beth proposed that the Town should pay \$6000 for maintenance of MHL grounds. Trustees were in agreement with her.

Old Business

- Karen, Beth and Vicki are collecting additional data for the valuation of the library's art work.

New Business

- **Roof Deck Update**
Town officials seem positive about plans for the roof deck. The Plant and Facilities' Project will have to go out for bid. Funding for the project will have to be approved at Town Meeting in May.

Adjournment at 5:30 pm.

The next meeting will be Wednesday, January 14, 2014 at 4pm.

Respectfully submitted,
Carolyn Fantini, Secretary